

8 December 1982

MEMORANDUM FOR THE RECORD

From: EAA Store Manager
To: Chief, Benefits and Services Division
Subj: Poinsettia's

1. On 6 December 1982, eighty five poinsettia's were delivered by Behnke Nurseries. The number was verified on the Dock and again when taken off the carts. They were stored in Room GF-44 and someone was in the room all day. At 4:30 the door was secured for the night.

2. At the opening of business on 7 December, there were eighty four poinsettia's. The count was taken twice by two individuals.



STAT

Cost of one poinsettia approved for write off (\$10.50):

APPROVED:


President, EAA

9 DEC 1982

Date

DISAPPROVED:

President, EAA_____
Date

STAT